

10 JAN
1972

MEMORANDUM FOR: All CS Division and Staff Chiefs

SUBJECT : Indoctrination of Dependents Preparing
for Overseas Assignment

1. The DD/P has asked that addressees be reminded of the responsibility of each component in the CS for ensuring proper indoctrination of dependents going overseas.

2. Routine procedures (if not already in effect) should be established for making post reports and other pertinent information available to dependents and for personal briefings and/or counseling when that is thought necessary or is requested by a dependent or the dependent's sponsor. These measures will have special significance in the cases of personnel going overseas for the first time.

3. All components are urged to make greater use of the Orientation for Overseas which is a two-day course offered monthly by OTR and is specifically designed for dependents going overseas for the first time. (See OTR catalog Page 59) Language training is also provided for dependents. Instruction in French and Spanish is offered on a regular basis and special instruction in other languages can be arranged.

4. Should there be a need for training for a dependent -- as distinguished from indoctrination -- to meet a special circumstance or to serve some operational purpose, OTR is prepared to assist. Requests for this kind of training assistance should clearly define the requirement and should be directed to OTR through DDP/TRO.

5. Each addressee is requested to provide this office an outline of the procedures to be followed in his component in the future to fulfill this responsibility. Please let us have your response by COB 28 January 1972.

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BRK/dc

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1-C/EUR 1-C/SE 1-C/TSD 1-C/CI
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